

NSHS ESC MEETING MINUTES for 29 March 2001

MISSION STATEMENT

We provide education, training, information, and program management in health care delivery to enable uniformed services personnel to meet their mission in war and peace.

MEETING OBJECTIVES:

1. Criteria for Registrar selection
2. Redline Internal Audit Process

LEADER: CAPT Wynkoop

FACILITATOR: CDR Whalen, CDR Baker, LCDR Kennedy, LT Leonard, MR Kirkbride

TIME:

FROM: 08:30 TO: 1000

MEMBERS PRESENT

- CAPT Wynkoop
- CAPT Younger
- CDR Hearin
- HMCM Castillo
- CAPT Welbourn
- MR Behnke
- MR Dumbeck

- CDR Luke
- LT Miller
- LCDR Kennedy (Adhoc)
- CDR Whalen (Adhoc)
- Mr. Kirkbride (Adhoc)
- LT Leonard (Adhoc)

MEMBERS NOT PRESENT

- HM2 Pitt
- CAPT Miller
- CDR Bryson
- CDR Baker (Adhoc)
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AGENDA ITEM (Attached)	COMMENTS / CONCLUSIONS ACTIONS (IF ANY)	PERSON(S) RESPONSIBLE	BY WHEN
Feedback and review of agenda	The CO opened the meeting with a review of the agenda and ESC minutes of 15 March 2001.	CAPT Wynkoop	
Criteria for Registrar selection	It was decided that the Senior Staff would receive the Registrar selection briefings. The criteria sheet for Registrar selection will be e-mailed to the ESC members. See enclosure (1)	Mr. Kirkbride	
Internal Audit Process	The ESC members edited the Internal Auditor Process. See enclosure (2)	CDR Whalen	
Set agenda for next meeting	Next scheduled ESC meeting is 5 April 2001	ESC members	
Open action items	Action item: ESC members identify by name staff to attend Internal Auditors Training.	ISO-IT	